

CELEBRATE WITH US!

PARTY RESERVATION REQUEST



A YMCA party is a great way for the whole family to have fun! Parties consist of one hour of your activity of choice – swimming, child watch, and nerf. We are committed to providing a fun, comfortable atmosphere for your birthday celebration for up to 25 guests. You will begin the celebration by enjoying your birthday treats in the pool viewing lounge or multipurpose room, you will continue on to the activity portion of the party.

GETTING STARTED

All reservations must be made at least 2 weeks in advance. No late reservations will be accepted. If you are reserving a party, you are required to pay the full fee once you receive confirmation of your date availability. Your event will be confirmed within 3 business days of receipt of your completed reservation request. If you need to cancel your date, you must notify the YMCA with a minimum of 2 week written notice to receive a full refund. We are happy to reschedule your party for a later date with at least 3 weeks written notice.

DAY OF YOUR PARTY

You can arrive up to 30 minutes before your party. Please make sure all children participating in the party have their legal guardian sign the waiver form. If a legal guardian does not sign the form, their child will not be able to participate in the activity. All adults must provide a state issued ID card to be admitted into the building. Please be sure to conclude your party and have your space cleaned up 15 minutes after your rental time.

PARTY TYPE (CHOOSE ONE)

_____ Splash Party (Pool) _____ Child Watch _____ Nerf

PARTY RATES: _____ Member: \$200 _____ Non-Member: \$250

REQUESTED DATE: _____

Saturday 2:00 PM – 4:00 PM

RESPONSIBLE ADULT: _____

NAME OF GUEST OF HONOR: _____ BIRTHDAY: _____

_____ AGE: _____

ADDRESS: _____ CITY: _____

_____ ZIP CODE: _____

PHONE: _____ EMAIL ADDRESS: _____

NUMBER OF GUESTS: _____

*Party rates are based on 25 total guests. Additional fees of \$25 for up to 5 extra guests.

ADDITIONAL SET-UP TIME (MAX. 30 MINUTES)? Yes No

**Parties include 30 minutes to set-up prior to the event. Additional time available at \$15 for up to 30 minutes.

TERMS OF AGREEMENT

- The adult listed on the reservation as the Responsible Adult must remain onsite during the entirety of the party.
- For all parties, the Responsible Adult will be expected to help maintain order—even in instances when the party has a staff host.
- Food and beverages must remain the area designated by the YMCA staff.
- Participants are limited to use of the areas designated by the staff. The Responsible Adult is responsible for keeping participants out of all other areas.
- All participants must adhere to the pool rules and swim test procedures if having a splash pool party.
- No smoking or other use of tobacco products is allowed on the premises.
- Alcoholic beverages or any illegal substances are not permitted. Anyone under the apparent influence of alcohol or illegal substances may not remain on YMCA premises.
- All party participants must follow the rules of the YMCA.
- YMCA staff reserve the right to cancel or dismiss any rental. A full refund will be issued if the YMCA cancels the rental; however, in the event that a rental is dismissed for violations of the rules and regulations of the YMCA, no refund will be issued.

CANCELLATION POLICY

- Parties must be cancelled with a 2 week written notice. Those cancelled less than 2 weeks before the event will only be eligible for a 50% refund.
- If you wish to reschedule your event, we require 3 weeks written notice.
- If the YMCA cancels, we will reschedule or refund 100% of your event.

FACILITY RENTAL ADDITIONAL FEES

- Participants are expected to clean up and remove any trash they bring into the room. The responsible party will incur a minimum \$35 cleaning fee based on the time it takes to clean the space.
- Participants are responsible for any damage to the space or equipment used as part of the rental agreement. The responsible party will incur a minimum \$50 fee based on the extent of the damage.

My signature below verifies that I am requesting the above event package, I have read and understand the terms of agreement, cancellation policy and additional fees, and I am aware that payment is due in full upon confirmation of my event date to hold my reservation.

PARTY _____ Member: \$200
 RENTAL _____ Non-Member: \$250

ADD-ONS _____ 26+ Guests: \$25

TOTAL DUE

\$

PRINTED NAME: _____ SIGNATURE: _____

DATE: _____

OFFICE USE ONLY STAFF INITIALS: _____ EVENT DATE: _____ ADDED TO CALENDAR: _____
 HOST: _____